

**MINUTES OF A REGULAR MEETING
OF THE AIRPORT COMMISSION**

1. CALL TO ORDER

The Torrance Airport Commission convened in a regular session on Thursday, June 12, 2014 at 7:00 p.m. in the West Annex meeting room at Torrance City Hall.

2. ROLL CALL

Present: Commissioners Donnellan, Hsiao, Jacobsen, Johnson, Orpe, and Chairperson Glass.

Absent: Commissioner Boyce.

Also Present: Business Manager Williams.

MOTION: Commissioner Hsiao moved to grant Commissioner Boyce an excused absence for the June 12, 2014 Commission meeting. Commissioner Orpe seconded the motion; a roll call vote reflected unanimous approval.

3. FLAG SALUTE

Richard Root led the Pledge of Allegiance.

4. AFFIDAVIT OF AGENDA POSTING

MOTION: Commissioner Hsiao, seconded by Commissioner Donnellan, moved to accept and file the report of the City Clerk on the posting of the agenda for this meeting; a roll call vote reflected unanimous approval (absent Commissioner Boyce).

5. APPROVAL OF MINUTES

5A. MINUTES OF APRIL 10, 2014

MOTION: Commissioner Jacobsen moved to approve the Airport Commission meeting minutes of April 10, 2014. Commissioner Johnson seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Boyce).

5B. MINUTES OF MAY 8, 2014

MOTION: Commissioner Jacobsen moved to approve the Airport Commission meeting minutes of May 8, 2014. Commissioner Johnson seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Boyce).

6. ORAL COMMUNICATIONS #1 AND ANNOUNCEMENTS

Commissioner Johnson stated that he had the honor of driving Medal of Honor recipient Army Sergeant Kyle White in the May 17 Armed Forces Day Parade.

7. ACTION ITEMS

7A. ELECTION OF CHAIR AND VICE CHAIR

MOTION: Commissioner Jacobsen, seconded by Commissioner Donnellan moved to nominate Commissioner Hsiao for Chairperson of the Airport Commission.

MOTION: Commissioner Johnson moved to close the nominations. Commissioner Jacobsen seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Boyce).

MOTION: Commissioner Orpe, seconded by Commissioner Hsiao, moved to nominate Commissioner Johnson for Vice-Chairperson of the Airport Commission.

MOTION: Commissioner Donnellan moved to close the nominations. Commissioner Jacobsen seconded the motion; a roll call vote reflected unanimous approval (absent Commissioner Boyce).

Commissioner Hsiao was elected Chairperson and Commissioner Johnson elected Vice-Chairperson of the Airport Commission for July 2014 through June 2015.

8. INFORMATION ITEMS

8A. AERONAUTICAL OPERATIONAL INFORMATION UNDER THE PURVIEW OF THE GENERAL SERVICES DEPARTMENT

Chairperson Glass noted that the following reports for May 2014 were included in agenda materials: Hangar and Tiedown Rental Status, Ongoing Projects, June Meeting Room Calendar, Hangar Waiting List, Events Requiring Emergency Response for April and May 2014, and Airfield Operations Status for April 2014.

Referring to Report #2, Ongoing Projects, Business Manager Williams reported that the FAA approved placement of antennas for the Airport Security Project but that FCC approval for frequencies is pending. She stated that an amendment to change the hangar lighting design will be considered by City Council in late June, with a start date for the project expected in mid to late July.

In response to Commissioner Hsiao's inquiry, she stated that she was unsure if the change in design would cost more but offered to find out.

Responding to Commissioner Jacobsen's inquiry regarding the Alternate Emergency Operations Center, Business Manager Williams stated that they are waiting for the generator to come in and that the project is on schedule.

8B. NOISE ABATEMENT VIOLATION AND COMPLAINT LOG

Business Manager Williams noted that a Noise Abatement Violation and Complaint Log for April and May 2014 was included in agenda packets.

Commissioner Hsiao suggested adding page numbers to the Log for easier reference. He inquired if events occurring on April 13 were violations by the same aircraft; Business Manager Williams offered to check with the Noise Abatement Office.

Commissioner Jacobsen recommended adding A.M. or P.M. after event times or consistently using military time, Commissioner Donnellan pointed out that the event on April 27 is repeated twice, and Chairperson Glass suggested adding the aircraft's identification in another column.

Richard Root, Via Buena Ventura, noted that out of all the complaints received only 23 were found to be violations. He pointed out that only through citizen complaint can staff know about early left turns and curfew violations. He stated that he filed several complaints, most for early left turn violations, but that four did not show on the Log. He related his understanding that the purpose of the Log is to show results of investigations, and he questioned if those four complaints were investigated. He distributed copies of WebTrak for May 3 and questioned why some of the early left turn complaints listed for that date were found not to be violations. He suggested including the reason when a complaint is found not to be a violation.

John Bailey, Walnut Street, asked staff to check why there is a "1" listed under None as well as Violation for April 2 and what LPN means. He recommended listing complaints by day of event, and adding day of the week and if it is a holiday.

Commissioner Johnson received clarification from staff that in the future early left turns would be treated the same as noise violations.

Tom Witherill, helicopter pilot, stated that the Control Tower does not enforce noise abatement regulations for Torrance. He suggested that Commissioners meet with the manager of the Tower for better understanding of what they deal with or to go on a helicopter flight to better understand what a pilot goes through.

Hitomi Jinda, JJ Helicopters, stated that she received a violation notice for helicopter noise. She maintained that it is difficult to find information regarding the helicopter noise procedure at the General Aviation Center, noting that there is no brochure specifically for helicopters, only a link. She stated that if helicopters fly higher than 600 feet they are not following FAA regulations and descent is dangerous to students; however, if they fly lower than 600 feet, they can receive a noise violation.

Commissioner Jacobsen explained there is a Helicopter Route Committee that is working with the FAA to get a current MOU and helicopter routes placed on charts. He requested that Deputy Director Cessna come to the next Commission meeting to answer questions raised and to provide an update on sample data for WebTrak.

9. ORAL COMMUNICATIONS #2

9A. Commissioners and staff thanked Chairperson Glass for his leadership and congratulated Commissioner Hsiao on his election.

9B. John Bailey stated that Los Angeles Area Helicopter Noise Coalition met last week with the FAA and that the FAA is waiting for the City to conduct a noise study. He informed them that Cal Air Aviation is ending operations at the Airport and is moving to a more "pilot friendly" airport. He stated that the Aviad banner tow item is being considered by City Council on June 17, 2014.

10. **ADJOURNMENT**

MOTION: At 8:03 p.m., Commissioner Jacobsen moved to adjourn the meeting to Thursday, July 10, 2014 in the West Annex meeting room at 7:00 p.m. Commissioner Hsiao seconded the motion; a roll call vote reflected unanimous approval.

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Approved as submitted August 6, 2014 s/ Rebecca Poirier, City Clerk
